## IOWA COMMUNITY COLLEGES COMPETENCY CERTIFICATE

Des Moines Area Community College
Eastern Iowa Community College District
Clinton Community College
Muscatine Community College
Scott Community College
Hawkeye Community College
Indian Hills Community College
Iowa Central Community College
Iowa Lakes Community College

## for Statewide Articulation This award certifies that

Iowa Valley Community College District
Ellsworth Community College
Marshalltown Community College
Iowa Western Community College
Kirkwood Community College
North Iowa Area Community College
Northeast Iowa Community College
Northwest Iowa Community College
Southeastern Community College
Southwestern Community College
Western Iowa Tech Community College

Name	High	School	City/Towr
	Has achieved and demonstrated the necessary articulated competencies for MARKETING FIELD EXPERIENCE  And is therefore recognized		
	This Day of	, 200	
Instructor		Principal	

## Procedure

- 1. The student will have successfully completed a minimum of 300 hours of supervised marketing field experience.
- 2. The instructor and the high school principal will issue a competency certificate to qualified students.
- 3. The student will then submit the competency certificate to the Business/Marketing Department or designated representative for enrollment and placement during the admission process.
- 4. To officially obtain advanced standing status, the student must be admitted to one of the colleges and enroll in a Marketing Education program of study within one academic year of graduation from high school. The advanced standing will be reflected on the student's college transcript. Students making application to programs other than Marketing Education should contact the appropriate college concerning advanced standing.

## STATEWIDE ARTICULATION AGREEMENT FOR FIELD EXPERIENCE

DEMONSTRATES DESIRABLE PERSONALITY TRAITS	USES EFFECTIVE HUMAN RELATIONS WITH CUSTOMERS,	
Maintains appropriate personal appearance	CLINENTS, SUPERVISOR, AND EMPLOYEES	
Maintains a positive attitude	<ul> <li>Fosters positive working relationships</li> </ul>	
Demonstrates interest and enthusiasm	Shows empathy for others	
Demonstrates responsible behavior	Uses appropriate assertiveness	
<ul> <li>Demonstrates honesty and integrity</li> </ul>	<ul> <li>Demonstrates ability to function as a member of a team</li> </ul>	
Demonstrates orderly and systematic behavior	2 Demonstrates admity to function as a memoer of a team	
Demonstrates initiatives		
Demonstrates self-control		
Demonstrates appropriate creativity		
DEMONSTRATES POSITIVE WORK HABITS	DEMONSTRATES MATHEMATICAL PROCEDURES APPROPRIATE	
Demonstrates promptness and attendance	TO THE FIELD EXPERIENCE	
Demonstrates dependability	TO THE TEED EM EMENCE	
Manages time effectively		
Demonstrates a high quality of work		
Observes rules of confidentiality and ethical behavior		
DEMONSTRATES VERBAL, NON-VERBAL, AND WRITTEN	COMPLETES JOB ASSIGNMENTS	
COMMUNICATION SKILLS	COVILED LES VOD ABBIGIVALENTS	
Uses proper grammar and vocabulary		
Addresses people properly		
Uses telephone in businesslike manner		
Listens to and follows directions		
Completes written records		
SETS WRITTEN GOALS WITH EMPLOYERS	DEMONSTRATES HOW MARKETING FUNCTIONS ARE USED IN	
Sets goals in writing	THE FIELD EXPERIENCE	
Achieves written goals	Merchandises product/service	
<i>8</i>	Promotes product/service	
	Calculates price of product/service	
	Identifies customer/service market	